



September 18, 2019 Meeting Minutes

Call NAB Meeting to order on Sept. 18, 2019 at 6:36 PM in Room 198-C

Sign-In, Welcome, Introductions

*Guest Speakers on Bond Proposal & Sinking Fund; Gary Kinzer, Jill Minnick & Dr. RJ Webber- Unable to attend due to a conflict in the schedule. Will attend at a later date.

Secretary's Report/Minutes Review of August 2019 Minutes (Jamie Young):

Motion to Approve August 2019 Meeting Minutes: Beth Nagle

Second: Mike Lubin Approved: YES

Treasurer's Report (Joe Smythe):

- Aug. Financial Report: Revenue \$9,356.44 (concessions, craft show, spirit wear, sports program, & community rewards) Expenses \$2,376.00 (charity mania & spirit wear).

Motion to Approve August 2019 Financial Report: Shelia Sprague

Second: Jim Truax Approved: YES

New Budget Line for Maintenance: Needs to be added to address needed maintenance items in concessions.

Motion to Approve NEW Budget Line for Maintenance: Karen Krawec

Second: Carol Kutulski Approved: YES

- Other items: Athletic Items from last year: One check to be cashed by Athletic Dept.

• Questions:

-What is website line for? (a) To be used to update & revamp the NAB website.

-How many times is charity mania paid out? (a) 2xs

-What is sports program? (a) a program that is put out each athletic season highlighting the teams of that season and sponsor ads.

President's Report (Sheri VanKirk) –

- About the NAB & ways to raise money for your program- Flyer was handed out (also available on the NAB Website) highlighting fundraising options for athletic programs such as: attending monthly NAB meetings, volunteering for a NAB committee, working concessions, selling ads for the sports program, charity mania & NAB grants.
- Open Committees & Shadows Needed- Flyer was handed out (also available on the NAB website) highlighting the open committees such as: chuck a duck; sponsorships; golf outing; general sales, marketing & publicity; social media; banquets; & fundraising.
- Working Cash/Capital- new budget line for cash bags- Financial Reports will now track cash bags under Open Capital on the financial reports.



Committee Reports:

- A. AD's Report - Brian Gordon. Mr. Brent Pohlonski was present for Mr. Gordon to present the AD Report which highlighted the fall season thus far;
- *Football- Varsity won last week by a score of 33-7 against Salem. Their record is 1-2. Our Freshmen team is undefeated.
 - *Cross Country B/G- Team are rolling. Both teams did well at the Spartan Invite.
 - *Tennis- Tennis is doing good while playing one of one of the toughest schedules in the state.
 - *Swimming & Diving- Girls had a great victory at the West Bloomfield Invite. Over the last few weeks have had victories over Marian & Country Day.
 - *Field Hockey- Recently hosted an invited with teams coming from as far as Pennsylvania.
 - *Golf- Has a young team under new Head Coach; Rob Armstrong and team is improving every day.
 - *Equestrian- Recently competed at the Milford Invite where the team did well and were spotlighted by the Novi Schools PR Director; George Sipple.
 - *Soccer- Team is undefeated so far while playing in the toughest division in the state and are currently ranked 4th in the state.
 - *Volleyball- Team finished 2nd at the Novi Invite. Currently ranked 10th in the state.
 - *Thank you to all who assisted in Tastefest, another huge success.
 - *Homecoming next week.
- B. Charity Mania- Carol Aurilia (absent)
- *Covered in president's report.
- C. Concessions – Kara Murtha & Maira Markle-Absent; report given by Sheri VanKirk
- *Things are off to a good start. Having issues with both indoor & outdoor refrigerators but working to address those items.
 - *Maria will be done in December and committee will need help to fill her role and Karra will be done at the end of the year. Volunteers are needed for shadows and/chairs.
 - Michelle Gibbs will help with purchasing (stock) in December.
 - Boys Cross Country will Shadow starting in Dec.
 - *Sheri will be working with the committee on how to go forward with a bigger committee and new procedures to do so.

Committee Reports Continued:

Noviathleticboosters

- D. Craft Beer / Wine Night Out - Jenny Lubin-absent- Mike Lubin reported: no report spring event.
- E. Craft Show – Sheri VanKirk
- *Going really well! All vendor spots are filled! This year they will be adding a section and addressing entrances. Adding more vendor spots next year!
 - *Event date: Oct. 26th
 - *Craft Show reps are Basketball, Boys CC, Cheer and Volleyball.
- F. Directories- Beth Nagle & Patti Church
- *Directory will be out in late November; a little later than last year due to filling chair needs later.
 - *Cover art contest will take place with a deadline of Oct. 14th. Question-can committee pick the cover without the NAB board? (a) YES
 - *One advertiser needed.
 - Focus Eye Care-Dr. Robyn Dragoo filled advertiser need.
- G. Golf Outing- Tom O’Connor & Joe Smythe
- *Event will happen in the spring vs the fall.
 - *Looking for 2 chairs/shadows
 - *Due to the timing of the NEF Green Gala more of the event planning will fall unto the NAB.
- H. Spirit Wear- Chris Krall-absent- Sheri VanKirk gave report
- *SW is being sold at most football games and at all levels. Chair plans to be at many sporting events this year.
 - *Next order will be more general items.
 - *Remember items such as bleacher seats are available in the Cat Rack.
 - *If your team needs a vendor contact chair, Chris Krall.
- I. Sports Pass-Karen Krawec
- *Pre-Sales were about \$2,600.00
 - *Registration went well. Thank you to both student and parent volunteers.
 - *T-Shirts for Freshmen purchasers were a big hit.
- J. Sports Program - Mark Tobias & Jamie Young
- *Fall Sports Program will be out within the next week or two.

Committee Reports Continued:

Noviathleticboosters

K. TasteFest- Michelle Gibbs

*Overall things went well.

*Hockey will once again chair the event next year.

*Despite less vendors profit was about the same as last year as the committee stayed under or within budget.

*Have already started working on vendors for next year; with 2 in place!

L. Wildcat Elementary Night- Michele Churchill-absent-

Hot Topics/ New Business/Ideas-Questions:

*Volleyball (all levels) will be holding a Teal Out on Sept.24th. Please come and show your support. Raffle baskets and more! Frosh & JV play at 5pm. Varsity plays at 6:30pm.

*Girls CC & Track- upcoming milk drive; will need help sending out flyers.

*Questions-How do flyers get onto the Athletic Website? (a) Contact Athletic Office for criteria and procedures.

*ALL Fundraisers must be approved through the athletic office. This includes events such as dine in events. Please see the athletic secretaries for forms, procedures and more information.

Meeting Adjourned at: 7:31pm Next meeting : Oct. 9th, 2019 @ 6:30pm Room 198C